

DEPARTMENT OF HUMAN RESOURCES  
**CITY AND COUNTY OF HONOLULU**  
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KIRK CALDWELL  
MAYOR



CAROLEE C. KUBO  
DIRECTOR  
NOEL T. ONO  
ASSISTANT DIRECTOR

January 28, 2020

Mr. Kevin Sakamoto, Chair  
and Members of the Salary Commission  
City and County of Honolulu  
530 South King Street, Room 202  
Honolulu, HI 96813

Dear Chair Sakamoto and Members:

Thank you for your letter dated January 17, 2020, inviting the Mayor and his Cabinet to submit testimony for the Commission to consider in their deliberations.

Our Directors and Deputies are vested with responsibilities that are far broader than those of the excluded managers they oversee. Whereas excluded managers are primarily responsible for major operational divisions or programs within a department, Directors and Deputies are responsible for managing the overall operations of the entire department they oversee. Additionally Directors and Deputies represent the City Administration, provide information to the media and attend public hearings to address complex and controversial issues, testify at legislative hearings, and are on-call 24/7 every day of the year. The magnitude of a Director and Deputy's scope of responsibility is enormous and these individuals are required to make decisions that will impact the entire community.

While the compensation package for the City's excluded managers has not yet been determined, it is generally equivalent to that provided to employees included in the Hawaii Government Employees Association (HGEA) Bargaining Unit 13, which represents Professional and Scientific Employees. For the period beginning July 1, 2020, Bargaining Unit 13 employees will receive a 2.03 percent increase to their base pay and, as applicable, a step movement, which is received once every three years and equates to a 4 percent increase. For comparative purposes as the Salary Commission makes a recommendation on a yearly basis, this step movement roughly equates to 1.33 percent per year.

DEPT. COM. 62

\*20JAN28 PM 3:16 CITY CLERK

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Therefore, in recognition of the broad scope and daily demands on Directors and Deputies in administering the operations of the City and County of Honolulu, we are humbly requesting a salary adjustment of 3.5 percent to keep parity with any increases that will be provided to the City's excluded managers and to recognize the work they perform to ensure that the City's departments provide the public service residents expect.

Thank you for the opportunity to provide this testimony.

Sincerely,

A handwritten signature in black ink, appearing to read "Carolee C. Kubo", with a stylized flourish at the end.

Carolee C. Kubo  
Director